

**Department of Personnel Administration
Memorandum**

TO: Personnel Management Liaisons (PML)

SUBJECT: Workers' Compensation – Commerce Transition to Imaging	REFERENCE NUMBER: 2008-051
DATE ISSUED: 12/30/08	SUPERSEDES:

This memorandum should be forwarded to:

**Personnel Officers
Personnel Transactions Supervisors
Return-to-Work Coordinators
Health and Safety Officers**

FROM: Department of Personnel Administration
Benefits Division

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The State Contract Services Offices are continuing the transition to imaged correspondence.

Effective January 12, 2009, all mail relating to claims handled at the Commerce State Contracts Office should be sent to this new PO BOX:

STATE COMPENSATION INSURANCE FUND
CLAIMS PROCESSING CENTER
PO BOX 65005
PINEDALE, CA. 93650-5005

Please continue to send mail not related to a specific claim to their current street address:

400 Citadel Drive, Suite 100
Commerce, CA 90040

When the next office makes the transition, another notice will be sent.

/s/Greg Beatty

Greg Beatty, Chief
Benefits Division